# *California Department of Transportation*
# *Community Advisory Committee Charter*



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| Project Name: | Hopland Bypass Project | Project Phases: | PA&ED |
| County-Route-P.M.: | Men – 101- PM 8.8/17.6 | Prepared by: | Alan Escarda |
| District-Project EA: | 01-2921U0 | Date Prepared: | 11/21/02 |

The purpose of a charter is to reach agreement between Committee Members and the California Department of Transportation by clearly stating the definition and role of the Community Advisory Committee during the life of the project. The charter will be reviewed, modified as necessary, and renewed at the beginning of each phase (e.g., PA&ED, PS&E, and Construction).

**Charter Purpose:**

This charter documents the agreement between the members of the Hopland Bypass Projects' Community Advisory Committee (CAC), and the California Department of Transportation (Department) regarding the Definition and Role of the CAC during the Project Approval and Environmental Document (*PA&ED*) phase of the project. Committee members are asked to sign the charter in order to signify their agreement to the charter. Participation on the CAC or signature on this charter does not eliminate or reduce a member's ability to provide comment on the project as an individual or organization.

**Definition:**

The Community Advisory Committee provides a regular forum for community members, organizational representatives, and the Department to communicate with each other regarding the project on an ongoing basis.

The Committee's ideal size is 10, but may have as many as 15 members. The Department will seek a membership of the CAC that represents the diversity of the communities affected by the project. If it is determined that a portion of the community is not adequately represented on the CAC, the membership total may be increased slightly above 15 to address the imbalance. As vacancies occur on the Committee, the Department will solicit new members, with formal appointment at the discretion of the Department.

The Department will chair the CAC meetings, will prepare meeting agendas, and will take notes that will be distributed to CAC members for review prior to their being finalized. The CAC may select co-chairs for each subcommittee that is formed. The CAC may request that particular items or issues be placed on the agenda. The CAC may request that individuals and organizations be invited to participate in specific meetings to address particular topics. Recommendations of the CAC will be provided via general consensus, with alternative recommendations noted when consensus is not reached.

The Department anticipates there being two to four full-committee meetings per year for the next 3-4 years, with additional subcommittee meetings to provide in-depth focus on specific issues. This is a very challenging project that will require regular participation of Committee members. It is disruptive to the process if Committee members attend meetings on an irregular basis. The Department will strive to make the timing and the location of meetings convenient to Committee members.

The CAC is not intended to be a forum for the general public to provide comment on the projects, though the meeting is open to the public. At the beginning of each CAC and subcommittee meeting, a brief time limited to 15 minutes will be provided for public comment. The Department will conduct additional community outreach activities such as public workshops, hearings, flyers, local media, and presentations to organizations.

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**Role:**
The CAC will serve as the primary voice of the community on topics pertaining to the development phase of the Hopland Bypass project. The Department will look to the Committee to provide community perspectives, to help define the merits and adverse affects of the various alternatives, and to help the Department communicate with the entire community regarding this project. The CAC is intended to help identify problems and articulate and clarify key issues of interest to the local community. *It is important to note that, for a variety of compelling reasons, Caltrans cannot always implement input provided by the CAC. When this occurs, the Department will provide a clear reason.*

The CAC is distinctly different from a technical advisory committee, in that the task of the CAC is to express community opinion and concerns, not to provide technical expertise. The advisory committee is not a decision-making body. The CAC is intended to communicate local viewpoints to the Project Development Team – the project's technical committee. The Project Development Team makes final project recommendations to Department Management.

**Appointment Process:**
Individuals wishing to serve on the CAC may contact the Project Manager, Alan Escarda, at (707) 441-2097. If necessary, due to limited number of memberships available, Caltrans will send a questionnaire to interested candidates for the selection process. Members of the CAC will be formally appointed via appointment letter from the Caltrans District One Director.

**Background:**

SR 101 is a Principal arterial on the National Highway system (NHS) and is designated a high emphasis focus route in the State Interregional Transportation Strategic Plan (ITSP). It is the primary north-south access between the north coast areas and the rest of the state. In the project area, Route 101 is a two-lane highway with 12 feet lanes and 0 to 4 foot paved shoulders.

Existing peak hour highway segment Level Of Service (LOS) in the Hopland area is "E". With anticipated traffic volume increases (approximately 70% by 2020), peak hour highway segment LOS is expected to drop to "F." A new four-lane freeway bypass facility would be expected to provide a "B" level of service when constructed, and a "C" or better level of service 20 years after construction. A "C" level of service is the concept level of service for this segment of Route 101.

Existing traffic volume on Route 101 through the community of Hopland is approximately 14,600 vehicles per day, with over 1,300 trucks per day passing through the community of Hopland. Traffic volumes are expected to increase by approximately 70% over the next 20 years. Year 2020 traffic volumes are expected to reach approximately 31,000 vehicles per day in peak months including over 2,800 trucks per day. Traffic volume increases are expected to decrease LOS and operating speeds, while increasing delay, collisions, and operational conflicts.

Operational conflicts occur primarily due to turning movements, parking maneuvers, and bicycle/pedestrian traffic within the community of Hopland. These operational conflicts are expected to increase in future years as both traffic volumes and the population increases in the community. The route through town is relatively narrow and could not be widened without demolishing much of the town and businesses.

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The five-year collision history indicates that portions of this segment have a fatality rate that is nearly triple the state average for two-lane conventional highways.

In January 1999 Caltrans completed a Hopland Bypass Project Study Report (PSR) that included three preliminary freeway alternatives that bypass the community of Hopland. The project limits were from post mile 9.2 to 13.6. The purpose of the PSR was to establish the project feasibility, scope, schedule, necessary Environmental Document and estimate the support costs for the project. After completion of the Hopland Bypass Project Report phase was programmed for $5 million in the 2000 State Transportation Improvement Program (STIP).

In February 2000 Caltrans completed the North Hopland PSR that included five preliminary freeway and/or expressway alternatives to relieve congestion and improve safety in the Route 101 corridor from post mile 13.6 to 17.6. The purpose of the PSR was to establish the project feasibility, scope, schedule, necessary Environmental Document, and estimate the support costs for the project. After completion of the PSR the Project Report phase was programmed for $2.2 million in the 2000 STIP.

In January 2001 Caltrans authorized combining the Hopland Bypass and North Hopland Project Reports at the recommendation of the respective Project Development teams. This was done in order to write one environmental document due to commulative project impacts, enhance project coordination and realize support costs savings in doing only one project report. The combined project limits are now from post mile 8.8 to 17.6 and is simply known as the Hopland Bypass project.

The Project Report phase for this combined project is solely funded by Caltrans. Negotiations are ongoing with Mendocino Council of Governments (MCOG) regarding possible joint funding this project in the succeeding design and construction phases. MCOG lists this project as their second highest priority new facility improvement in their 1996 Regional Transportation Plan.

During the Project Report phase alternatives will be “fine tuned” to accomplish the need and purpose, while minimizing impacts to cultural resources, biological resources, and businesses in the area. This cannot be done without involvement from the community, local and regional agencies, and other individuals/groups.

**Project Description/Scope Statement:**

Construct Route 101 four-lane freeway to bypass the town of Hopland. Construct Route 101 four-lane freeway/expressway with truck passing lanes north of the town of Hopland

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**Purpose and Need**

**The need for this project is centered on the following concerns:**

- *Congestion, Operational Conflicts and Delay*- Within the project limits the existing roadway is a conventional highway and has numerous at-grade public and private road connections. Existing peak-hour LOS in the Hopland area is "E". Recurrent holiday congestion develops to create queues of several miles and tends to inhibit the passage of emergency vehicles and increases likelihood of vehicle collisions. On the North Hopland segment a few truck passing lanes are the only passing opportunities. In the community of Hopland, US 101 is "Main Street" and has a posted speed limit of 35 mph. Interregional and local traffic must share the facility. According to an origin and destination study performed by Caltrans in May 2000, more than 70 percent of the vehicles entering Hopland are interregional travelers. Local residents and town visitors suffer additional congestion, delay and inconvenience due to this interregional traffic using the same street.

- *Safety*- Within the community of Hopland operational conflicts occur primarily due to turning movements, parking maneuvers, and bicycle/pedestrian traffic. These operational conflicts are expected to increase in future years as both traffic volumes and the population increases in the community. While the overall corridor has collision rates below the statewide average, some of the existing at-grade intersections have collision rates that exceed statewide expected rates. As volumes rise over time and capacity is exceeded more frequently, collision rates will increase.

- *Regional Transportation Improvement Priorities*- The Hopland Bypass and North Hopland are respectively listed as the second and third highest priority new facility highway improvements in the MCOG's Regional Transportation Plan, which was readopted in 1996. The first priority was the Willits Bypass, which has since been programmed in the STIP.

- *Interregional Transportation Priorities*- The Hopland Bypass is also the highest priority STIP candidate project in the North Coastal Counties Supervisors Association list of Route 101 improvement priorities, adopted on October 29, 1998.

- *Concept Facilities*- The existing roadway within the project limits is inconsistent with both the Caltrans "Interregional Transportation Strategic Plan" dated June 1998 and the District 1 Route Concept Report for Route 101, dated October 2002. Both of these plans identify a 4-lane freeway or expressway as the facility concept for Route 101 in the Hopland area. Existing right of way width is typically 29 meters centered along existing Route 101. In its 1998 Regional Transportation Plan, Caltrans, recognizing the importance of Route 101 for the interregional movement of people and goods, established a concept LOS of "C" on a four-lane facility for the rural portions of Route 101. The 1996 Regional Transportation Plan adopted by the MCOG recommends that new facilities provide a level of service of at least "C" twenty years after construction.

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**Purpose:**
The project purpose is to provide an interregional transportation facility that will relieve congestion, reduce operational conflicts by separating local traffic from interregional traffic, accommodate future traffic volumes and improve safety.

A project consistent with the purpose should:
- Remove the highway from the community of Hopland to reduce or eliminate conflicts between the interregional traffic and local traffic within the community. This will result in a more livable community and be consistent with the goals of the Hopland community to become a destination rather than a "pass through" community.
- Provide a minimum LOS of C on a facility consistent with the route concept 20 years following completion of construction. The Route Concept is a four-lane controlled access facility.
- Provide access control and grade separation within the limits of the project.
- Provide a facility which eliminates or reduces identified features on the existing facility which do not meet current design standards or are a safety concern.

**Proposed Improvements/Benefits:**
- Reduce congestion by providing guaranteed passing opportunities.
- Increase level of service and reduction in delay time.
- Accommodate future traffic growth (expect 70% increase in traffic volumes over the next 20 years).
- Enhance safety (inherent in upgrading from a two-lane conventional highway to a four-lane freeway).
- Increase safety by reducing operational conflicts and truck traffic within Hopland.
- Provide a gap closure – All other segments between the Bay Area and the City of Willits are completed to four-lane freeway/expressway, or programmed for a four-lane freeway/expressway.
- Improve air and noise quality in the town of Hopland.
- Energy conservation (reduction in gas consumption).

**Project Phase Objectives:**

What are the project objectives, cost, schedule, quality and customer satisfaction that will determine the success of the project?
- Cost –Project alternatives must be within $150 million or additional funding identified. Project may be segmented for funding purposes.
- Schedule – Hopland Bypass schedule; Draft Environmental Document by September 2005, PA&ED by November 2006. Target date to begin construction is January 2011.
- Project alternatives should reduce the number of collisions (with associated fatalities and injuries) to at least the statewide average for similar facilities. A before and after traffic collision study will be completed to determine if severity and number of collisions have been reduced.
- A new four-lane freeway bypass facility would be expected to provide a "B" level of service when constructed, and a "C" or better level of service 20 years after construction.
- Air and noise quality improvements
- Energy savings

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- Reduction in maintenance costs
- Life cycle Cost/Benefit greater than 1
- Customer Satisfaction – Project alternatives should be supported by local communities.

**Approvals:**

Project Manager: _____ Date: _____
Alan Escarda
California Department of Transportation

Project Sponsor: _____ Date: _____
Cheryl Willis
Caltrans, Deputy District Director Planning

Community Advisory Committee Member: _____ Date: _____